

SPECIAL MEETING-MANSFIELD TOWN COUNCIL-APRIL 13,2005

Mayor Elizabeth Paterson in room C of the Audrey P. Beck Municipal Building called the Special Meeting of the Mansfield Town Council to order on April 13, 2005.

I. ROLL CALL

Present: Clouette, Paterson, Hawkins, Schaefer, Haddad, Paulhus, Blair, Redding.
Absent: Koehn

II. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCILIII. NEW BUSINESS

Public Works

Mr. Lon Hultgren and Mr. William Hammon Director of Maintenance, answered questions.

Pg. 107 Summary by activity

Pg. 108-109 Public Works Administration

Pg. 110-111 Public Works Supervision and operations

Pg. 112-114 Public Works Road Services

Possibility of Correctional Facilities inmates working on the sides of the highways doing cleanup. The town is not liable in case an inmate "walks" The correctional facility must bring the supervisor. Questioned salaries and wages line items. Mr. Hultgren explained that the town now has 8 snowplow routes.

Pg. 116-117 Grounds Maintenance Both EOSmith and the DayCare have charges for maintenance by the town.

Pg. 118 Equipment Maintenance Mr. Hultgren stated that the AVL system is in some vehicles.

Question on the Vac-all..It is a vehicle, which is shared with the Town of Coventry, which cleans out catch basins

Pg. 120-121 Engineers

Pg. 122-123 Building Inspector

Pg. 124-125 Building Maintenance

2. Town Road Aid

Pg. 191 Mr. Hultgren explained that there was an additional fund for 05/06 for some part-time summer help to assist with the buildings and grounds.

3. Solid Waste Pg. 211-215

Mr. Hultgren explained that the staff was looking at relocating the swap shop. There are volunteers, which help with the amount of books.

Mr. Hultgren would like the revenues for fees to come closer to the actual operating expenses. All the costs of hauling have been increased. The compactors have saved a lot for the town.

4. Library Pg. 138-139

Ms. Louise Bailey, Director of the Library, was present to any questions of the Council. Mr. Schaefer requested that amount under Books be *****FLAGGED***** He feels that the amount of books bought by the town have been reduced because of the successes of the Friends of the Library book sales twice a year. These sales have given the Library great contributions.
Request for the Finance Director-how much per capita do we spend on books? Mr. Smith will get the information. The Library will be able to reopen on Thursday nights because of additional funding for staff.

5. Community Development Pg 145-151

Mr. Gregory Padick, Town Planner, was present to answer questions of the council.
Pg. 145 Summary
Pg. 146-147 Planning Administration

Mayor Paterson thanked the Town Planner for his time and work with the Downtown Partnership project.

Mr. Padick told the Council that hopefully the plan of conservation and development would be completed by mid May and distributed to the Council and then it would be brought to a public hearing 65 days later in the fall. It would be appropriate for the Planning and Zoning Commission and the Town Council to have a joint meeting in late May or early June. The plan needs to be adopted by both the Planning and Zoning Commission and the Town Council.
The Planning and Zoning Commission has also proposed a nine-month moratorium on proposed subdivisions. The public hearing on that will be May 3. This nine-month moratorium would allow the Commission to complete the Plan of conservation and Development. February 2006 would allow time to complete this plan.

Question on .90 Zoning Agent, .10 Eastern Highland Health District. As the Health Dept. has grown with staff, less time needs to be allocated to the Zoning agent. He now spends more time doing town business.

Pg. 148-149

Pg. 150-151 Boards and Commissions.

Question on the increase in Parks Advisory Committee-the answer was that some of the trail maps were being reprinted for public use.

6. Recreation Pg. 140-141 and 193-197

Mr. Curt Vincente, Director of Parks and Recreation and Mr. Jay O'Keefe, Assistant Director, were present to answer questions.

Pg. 140-141 Administration

Discussion on the need to oversee background check procedure for all youth sport coaches. Will have a "Code of Ethics" Mr. Vincente said that there were 16 full time staff, the rest were part-time and some only taught a class or two.

Pg. 193-Recreation Program Fund

Pg. 194-195 Question: where were the fees for season passes to Bicentennial Pond? They are in membership fees.

Town Manager handed out the Facilities Usage of the Community Center.

The staff is looking at some way to add maybe 1500 square feet to the Center and increase the parking spaces. There are 900 Teen Center members.

Pg. 196-197 Revenues and Expenditures

7. Daycare Pg. 199-200

Mansfield Discovery Depot, Inc

Mr. Gregory Haddad represents the Town Council on the Daycare Board. He commented that the program was great and that they offer a quality daycare service at affordable prices for the residents of Mansfield. Even with all-day kindergarten, and possible loss of children in that program, the center can target other age groups and services. The budget is actually adopted the Board of the Day Care.

The Council would like to have a tour of the facility at some later date.

8. Debt Service Pg. 203-210

Mr. Jeff Smith, Director of Finance, spoke and answered question from the Council.

9. Internal Service Funds Pg. 221-218

Questioned about "Rent" Mr. Smith said that the town rents out the bus garage for vender who has bus contract, there is equipment hardware, and copiers which bring in revenues. Mr. Smith spoke on the mailing room, which should save money when sending out bulk mailings.

Town Manager handed out Mr. Charlie Eaton's email on the budget. Mr. Smith and the Town Manager will come up with clarifications on the budget.

Adjourned by consensus at 10:20 p.m.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk